

## NOTICE

**Municipal Services Committee**  
Regular Meeting  
Tuesday, September 27<sup>th</sup>, 2022 at 5:00 pm

Meeting will be held in person at the City Hall, 3<sup>rd</sup> Floor, 31 S Madison St Evansville, WI.

### MINUTES

1. **Call meeting to order:** 5:02 PM
2. **Roll call:** Committee Chair Jim Brooks, Alder Joy Morrison, Alder Ben Ladick  
**Also in Attendance:** Donna Hammett, Bill Lathrop, Chad Renly, Dale Roberts, Nick Bubolz, Kerry Lindroth, and Jason Sergeant
3. **Civility Reminder**
4. **Motion to approve the agenda as presented:** Morrison/Brooks, motion carries 3-0
5. **Motion to waive the reading and approve the minutes as printed from the August 30<sup>th</sup>, 2022 regular Municipal Services Committee meeting:** Morrison/ Ladick, motion carries 3-0
6. **Citizen appearances other than agenda items.**
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7. **Billing/ Customer Service:**
  - a. Quarterly review and discussion of staff approved sanitary sewer billing adjustments, (Jan, Apr, Jul, Oct).
  - b. Hammett went over Disconnections and Arrearages: 211 Notices were sent, 96 Door Knockers hung, 14 services were disconnected and there are 3 still off at this time.  
30 day arrearages at \$122,957.59, 60 day + arrearages at \$43,183.97. Will be starting Tax Roll process next month and Winter Moratorium starts November 1-April 15.
8. **Director's Report:**
  - a. **Parks and Recreation Report:** Crew is trying to keep up with mowing due to rain. Morrison asked when the park will be closed for the season, Renly stated that it will be when we get snow and ice.
  - b. **Electric Rate Case Update:** Has been submitted to the PSC, now waiting for PSC questions.
  - c. **Lake Leota Dam Project Update:** Renly stated that he is waiting for the contract amendments to be approved by the DNR.
  - d. **Municipal Service Garage Expansion Update:** Renly stated that there have been a few issues, questions on electric permit, and a contractor backed into a support beam, min. damage, and engineer recommend additional support. Garage doors are installed, once electric is done, the bathrooms and plumbing will start.
  - e. **AMI Project (Placeholder)**
    - **Current AMI count remaining- Elec: 0 Water: 206-** Change out appointments are slowly coming in, Renly and Hammett are going to meet to talk about having a deadline for the letters going out. Brooks asked what the Northstar time line was, Renly stated that we are looking at implementation in the fall of 2023.

## 9. City Engineer Report:

- a. **Sub-division / Development Update:** Not much has changed, developers working on the last of the punch list.
- b. **Lead service lateral replacements update:** DNR has the proposal and we are waiting on approval for Liberty St, Bubolz, has list of contractors to go with the letters to residents.
- c. **Roadway construction & other project updates.**
  - **Liberty St Project:** Project is moving along, utilities should be in about mid-October, than road work will start and be done end of October, first of November.
  - **Sidewalk Projects:** Madison St to Water St is done, the bricks on Main St need to be worked on more due to the wrong kind of sand that was installed. It is possible that the street will need to be closed during the repair. There will be no cost to the City for this work.

## 10. Administrative Staffs Report:

- a. **West Side Park Progress Report (Placeholder):** Sergeant stated the work is moving along and the goal is to dig in for the deep end of the pool very soon. Sergeant will continue to give updates with the Friday Report.

## 11. WPPI:

### a. Report from Darren:

Site visit at Baker Mfg. last Friday morning. Visited with Focus on Energy rep, Amy Wanek (former ESM). Engineering and Maintenance Manager, Michael Zeamer gave a tour. The main focus was compressor air leaks and solar.

Working with Focus on Energy for multiple items regarding the upcoming Customer Appreciation Event in October. We will have in person representation from Focus as well as an individualized popup online retail store for Evansville residents only for 2 weeks surrounding the Oct 13<sup>th</sup> event. Marketing materials to follow promotion. Also working to secure more general giveaway items thru Focus. Led light bulbs and smart power strips. Solar applications continue to trickle in. Reviewing and approving as they come in. Helping the billing office with customer's questions, high bill complaints, and energy efficiency questions. Also attended the WPPI Annual Meeting.

### b. Discussion and motion to approve the remaining WPPI Community Funds

Continued discussion on where to spend the money, still have a couple more months to decide.

- **Community Contributions - \$0 remaining**
  1. \$500 Youth Center
  2. \$500 BASE
  3. \$500 PD Voucher Program
- **Economic Development - \$0 remaining**
  1. \$1,000 Old Fashion Christmas (to be used elsewhere)
- **School Education & Outreach - \$0 remaining**
  1. \$1,000 Green Team
  2. \$1,000 Scholarship
- **Customer Service & Branding - \$6,849.09 remaining**
  1. \$3,500 Customer Appreciation Event
  2. \$1,750 for future rebates
  3. \$3,452.91 Spent on EV rebates, Energy Star Rebates & Energy Reports
  - 4.
  - 5.
  - 6.

- c. **Customer Appreciation Event October 13<sup>th</sup> from 3pm-6pm Update:** Renly stated Home Depot has again given us great deals on giveaway items and the prizes are here.

**12. Old Business:**

**a.**

- 13. New Business:** a. The MEUW District Dinner is in Mazomanie on Oct 26<sup>th</sup> at the Old Feed Mill. Renly has been talking to Litewire about possibly putting in a new WIFI system in the area of Capstone Ridge (off of north water St.) We would have to have a new tariff for this, much like the unmetered Street Light tariff.

**14. Upcoming Meeting Date: October 25<sup>th</sup>, 2022 at 5:00 pm**

- 15. Motion to Adjourn:** Brooks/Morrison, motion carries 3-0, adjourned 5:50 PM

James Brooks, Committee Chair

*Please turn off all cell phones and electronic devices before meeting commences. If you have any special accessibility issues, please contact Evansville City Hall at 608-882-2266 prior to the scheduled meeting. Thank you.*